

SAFETY OBSERVATION REPORT

Observers: S. Vigdor, R. DiNardo, P. O'Connor, G. Smith, M. Zarcone		Date: 11/29/07	Duration: 1 Hr.	Instrumentation Division			
Obs.Categories	Observation Questions:						
POS	In risky position relative to task? Exposed to risks of temperature/electricity/gas/chemicals/radiation? Protection OK?						
ERG	Risks from: posture, repetitive motion, load, vibration, temperature, lighting, noise, work flow?						
PPE	Correct PPE? In safe condition? All parts of the body properly protected?						
T&E	Is tool, equipment or facility right for the job? In safe condition? Used correctly?						
PRO	Is there a standard procedure? Is procedure adequate? Up to date? Understood? Followed?						
ORD	Is workplace orderly? Adequate space? Is there a place for all materials and equipment? All in its place?						
ASF	No unsafe acts or conditions identified						
Work Area or Location	Number of Contacts	Description of unsafe acts	Observation Category	Follow-up Action	Person Responsible	By Date	
Building 535	1 – Guest	1. Guest who works with neutron source in building 355 was performing some data analysis on a computer in building 535. She related that she felt the training and procedures for using the source were sufficient. She had previously worked in Portugal where the safety culture was very different. She felt very safe here.	ASF	None.	Zheng Li	3/31/08	
	2 – staff members	2. Employees were performing plasma cleaning in a semiconductor testing lab. Procedure for operating the plasma cleaner was hand-written and posted on the wall. They were not sure the work was covered under an Experimental Safety Review or if the procedure had been reviewed. They commented that they felt safe in the work they were doing, there was adequate training, and had no other comments.	PRO	The Division should determine whether this is a procedure or an operator aid. In either case, it should be reviewed and posted in accordance with the Subject Area, <u>Internal Controlled Documents</u> .			
	2 – employees, one from the Physics Department	3. The researchers were actively involved in making measurements in the lab. They did have an Activity Safety Review with the Microelectronics & Data Acquisition Group.	ASF	None.			
	4. There was no emergency lighting in this lab which is an internal room.	T & E	Emergency lighting must be provided	J. McGowan			3/31/08
	3 – employees, 1 from the Physics Department	5. Machine Shop – all was in good order, room was clean and well organized. Workers were wearing PPE when using machines. Funding and getting some better equipment were mentioned as only concerns.	ASF	None.			
COMMENT:							